

## **DODGE COUNTY EXECUTIVE COMMITTEE**

April 4, 2016, 8:30 A.M.

FIRST FLOOR – ROOMS H & I AUDITORIUM

DODGE COUNTY ADMINISTRATION BUILDING, JUNEAU, WI 53039

The meeting was called to order at 8:30 a.m. by Dodge County Executive Committee Chairman, Russell Kottke.

Members present: Berres, Frohling, Johnson, Kottke, Maly, Marsik, and Miller.

Members absent: None.

Others present: County Administrator Jim Mielke; County Clerk Karen Gibson; County Board Supervisor Dennis Schmidt; Corporation Counsel John Corey; Secretary to Corporation Counsel Kelly Lepple; Emergency Management Director Amy Nehls; Emergency Management Deputy Director Joe Meagher; Finance Director Julie Kolp; Director of Information Technology, Ruth Otto; Dodge County Chief Deputy Sheriff Scott Smith; and Stan Smith, a member of the Juneau Community Development Authority.

Motion by Johnson, seconded by Maly to approve the Agenda and allow the Chairperson to go out of order as needed to efficiently conduct the meeting. Motion carried.

Motion by Marsik, seconded by Maly to approve the March 7, 2016, minutes as presented. Motion carried.

Motion by Miller, seconded by Frohling to authorize out-of-state travel for Sheriff Dale Schmidt, to attend the National Sheriff's Association Annual Conference in Minneapolis, Minnesota, on June 24-29, 2016. Motion carried.

County Clerk Karen Gibson reviewed agenda items for the Tuesday, April 19, 2016, County Board meeting. Ms. Gibson reported that she has either received or will soon receive the following:

1) Report from Planning, Development and Parks Committee; 2) Resolution from the Executive Committee to amend County Board Rules of Order Governing the County Board of Supervisors of Dodge County, WI; 3) Resolution from the Building Committee to engage Engberg Anderson Architects to provide Architectural Design Services for the Detention Facility Pipe Removal and Replacement Project; and, 4) Resolution from the Highway Committee to authorize the purchase of one tractor with side and rear flail mowers.

The Committee considered and discussed a letter that Karen Gibson received from James E. Giedd regarding the condition of a rail line located in the Town of Beaver Dam, and that is owned by the Union Pacific Railroad. The Union Pacific Railroad is responsible for the rehabilitation and repair work on its rail lines.

The Committee considered and discussed a Resolution to amend current County Board Rule No. 10, Rule No. 30, Rule No. 37, and the paragraph pertaining to the Finance Committee. The Committee considered and discussed proposed changes to County Board Rule No. 30, Paragraph B. Motion by Johnson, seconded by Maly, to increase the dollar amount from \$50,000 to \$100,000. After a considerable amount of discussion, the motion failed by 0 Yes and 7 Noes.

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The Committee considered and discussed proposed changes to County Board Rule No. 30, Paragraph C. It was the consensus of the Committee to change Paragraph C to include emergency rental or emergency contract for service language.

The Committee considered and discussed proposed changes to County Board Rule No. 30, Paragraph E. It was the consensus of the Committee to delete Paragraph E in its entirety.

Motion by Maly, seconded by Miller to approve and forward to the County Board for consideration at its April 19, 2016 meeting a Resolution to amend current County Board Rule No. 10, Rule No. 30, Rule No. 37, and the paragraph pertaining to the Finance Committee as amended. Motion carried.

The Committee considered and discussed preliminary interest by the Juneau Community Redevelopment Authority to purchase county-owned land within the City of Juneau. Stan Smith, a member of the Juneau Community Development Authority, stated that the Juneau Community Development Authority is interested in purchasing some county-owned land located in the City of Juneau. Mr. Smith asked the Committee if it would consider selling this parcel of real estate. Mr. Smith further stated that the City of Juneau will look into whether or not it is favorable for the Juneau Community Development Authority to purchase this parcel of real estate, but did not want to put forth the effort if Dodge County is not willing to consider selling this parcel of real estate. Motion by Johnson, seconded by Marsik that Dodge County will be willing to consider selling this parcel of real estate to the City of Juneau, subject to approval of the County Board. Motion carried. It is the consensus of the Committee to receive and review an offer to purchase this parcel of real estate from the Juneau Community Development Authority.

Administrator Mielke reported that he will meet today with the roofing consultant regarding unexpected wet insulation that was found on the roof of the newer part of the Administration Building. Mr. Mielke further stated that more money may be needed to replace the wet insulation.

Administrator Mielke reported that a Resolution will be presented to the Building Committee at its April, 2016 meeting, for the Building Committee to approve and forward to the County Board for consideration at its April 19, 2016 meeting, a Resolution to engage Engberg Anderson Architects to provide architectural design services for the Dodge County Detention Facility pipe removal and replacement project.

Administrator Mielke provided an oral update on the Mid-Wisconsin Federated Library System. He reported that agenda topics for the Merger Study Committee meetings to be scheduled in April of 2016, will include consideration of updates and input from the team that is working on the merger related to the Wisconsin Federated System and the Eastern Shore System.

Administrator Mielke reported that the adopted 2016 budget contains funding for an additional operational review similar to the 2015 review of the Human Services and Health Department. There was discussion by the Committee as to whether or not it will be necessary to conduct an operational review in 2016, in light of the pending ERP Project. Motion by Johnson, seconded by Maly to not conduct an operational review in 2016, and to review, in one year after the ERP project has been completed, the need, if any, for an operational review. Motion carried.

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The Committee considered and discussed the Ethical Advocate Proposal. Administrator Mielke gave an oral report on the Ethical Advocate Proposal. Administrator Mielke stated that the intent is to enhance the Dodge County Fraud Risk assessment process by providing a means for employees to provide anonymous confidential communication. Administrator Mielke further reported that Ethical Advocate has provided a proposal to Dodge County and an initial contract document. Administrator Mielke further reported that Corporation Counsel John Corey is in the process of reviewing the contract document and has had contact with the principal of Ethical Advocate to review the contract language, and that the cost for the first year, including a one-time set-up fee of \$500, is \$2,500.

The Committee considered and discussed the Claim for Damages submitted by Barbara Schuett, wherein a pick up truck she was operating sustained damage during a snow plowing operational on February 16, 2016. Mr. Mielke recommended that the Committee make a recommendation to the County Board to disallow this claim. Motion by Berres, seconded by Marsik to recommend to the County Board that it disallow the Claim for Damages submitted by Barbara Schuett. Motion carried.

The Committee considered and discussed the Claim for Damages submitted by Progressive Universal Insurance Company, as subrogee of Timothy Henson, wherein an automobile Timothy Henson was operating sustained damage during a snow plowing operation on January 13, 2016. Mr. Mielke recommended that the Committee make a recommendation to the County Board to disallow this claim. Motion by Maly, seconded by Berres to recommend to the County Board that it disallow the Claim for Damages submitted by Progressive Universal Insurance Company, as subrogee of Timothy Henson. Motion carried.

Amy Nehls provided an oral update regarding radio communications interference by Dane County. Ms. Nehls reported that Dane County is no longer interested in entering into a Memorandum of Understanding with Dodge County and that Dane County may be looking into obtaining a new radio communications channel.

Amy Nehls provided an oral update on the COOP Exercise scheduled for April 18, 2016. Ms. Nehls stated that the COOP Exercise scheduled for April 18, 2016 has been postponed until June 20, 2016. Ms. Nehls stated that the cloud software has not yet been tested and she wants to make sure that the software is up and running before initiating the COOP Exercise.

Any Nehls stated that the Dodge County Emergency Management Department received a micro grant in the amount of \$2,995 from South Central Healthcare Association. Ms. Nehls further stated that she purchased two new AEDs with that grant money.

Corporation Counsel John Corey reported that he is busy reviewing contracts for various departments. Some of those contracts include a contract with Core BTS Inc., dealing with a HIPAA high tech compliance assessment, a contract with Ethical Advocate for an ethics hotline, and a GFOA contract that has been reviewed and signed by all parties.

Mr. Corey provided an oral update regarding the Offer to Purchase Monarch Lots 3, 4, 5, 7 and 8. Mr. Corey reported that representatives of Dodge County and the City of Beaver Dam held a conference with the Wisconsin Department of Natural Resources (WDNR) and that the WDNR stated that funds are available to conduct further site assessment and evaluation on these lots regarding contamination and to

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develop and prepare a statement setting forth requirements for environmental remediation and soil management. On March 7, 2016, the Taxation Committee considered and discussed a proposed Resolution to authorize the submittal of an award application for Lots 3, 4, 5, 7, and 8, of the Plat of Monarch Development property located in the City of Beaver Dam, Dodge County, Wisconsin, by Russell Kottke, Chairman of the Dodge County Board of Supervisors, for WAM contractor services. After consideration and discussion of this proposed Resolution, it was the consensus of the Taxation Committee not to forward the proposed Resolution to the County Board.

Supervisor Frohling reported that on March 10, 2016, he attended a meeting of the Executive Committee of the Wisconsin Counties Association in Appleton, Wisconsin.

Supervisor Miller reported that on March 18, 2016 she attended a meeting of the Justice and Public Safety Steering Committee of the Wisconsin Counties Association in Madison, Wisconsin.

Supervisor Frohling reported that on March 11, 2016, he attended the Wisconsin Counties Association Board of Directors Meeting in Appleton, Wisconsin.


At 10:25 a.m., a motion was made by Johnson, and seconded by Maly, to convene in closed session. Before voting on the Motion, Chairman Kottke announced to all present that the purpose of the closed session will be to consider performance evaluation data and compensation of a public employee over which the Committee has jurisdiction and exercises responsibility, namely, James E. Mielke, Dodge County Administrator, and that Section 19.85(1)(c), of the *Wisconsin Statutes*, authorizes the closed session. A roll call vote was taken. Motion carried by unanimous vote of all members present.

There was consideration, deliberation and discussion concerning performance evaluation data and compensation of a public employee over which the Committee has jurisdiction and exercises responsibility, namely, James E. Mielke, Dodge County Administrator.

At 11:00 a.m., a motion was made by Johnson, and seconded by Maly, to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present.

Meeting adjourned at 11:00 a.m. by the order of the Chairman.

The next regular meeting is scheduled for **Monday, May 2, 2016 at 8:30 a.m.**

  
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David Frohling, Secretary



**Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.**